



**R.A. PODAR INSTITUTE OF MANAGEMENT
UNIVERSITY OF RAJASTHAN
J.L.N. MARG, JAIPUR-302004**

Phone : 0141-2700819, Email: directorrapim@gmail.com

No.: RAPIM/2026/

Date: 27.07.2026

TENDER NOTICE

Sealed quotations/tenders are invited from eligible agencies/contractors for providing **contractual cleaning staff services with material** at **R.A. Podar Institute of Management, University of Rajasthan, Jaipur** for maintaining cleanliness and sanitation of the institute premises.

The agencies/firms interested in providing such services may submit their sealed quotations along with all requisite documents in the office of the Director, R.A. Podar Institute of Management, University of Rajasthan, Jaipur, on or before the prescribed date and time.

Scope of Work

The selected agency shall provide contractual cleaning staff for carrying out cleaning and housekeeping activities including:

1. Cleaning of classrooms, offices, corridors, washrooms and common areas.
2. Sweeping, mopping and dusting of institute premises.
3. Cleaning and maintenance of toilets and sanitation facilities.
4. Collection and disposal of waste on a regular basis.
5. Maintenance of cleanliness in outdoor areas, lawns and surrounding premises.
6. The validity period of the tender shall be three months from the date of award of work.
7. The total estimated cost of the contract shall be ₹1,00,000/- (Rupees One Lakh Only).

Eligibility Conditions

1. The agency/firm should have experience in providing housekeeping or cleaning services to educational institutions, government departments or similar organizations.
2. The agency should possess valid registration documents including GST Registration, PAN Card and other statutory registrations as applicable.
3. The agency shall comply with all labour laws, minimum wages provisions and statutory obligations applicable under Government rules.
4. The agency shall be responsible for payment of wages, EPF, ESI and other statutory dues to the deployed staff, wherever applicable.
5. The Institute reserves the right to accept or reject any or all tenders without assigning any reason thereof.

Important Dates

- Date of Issue of Tender Notice: 27.07.2026
- Last Date for Submission of Tender: 30.07.2026 up to 11:00 AM
- Date and Time of Opening of Tender: 30.07.2026 at 11:30 AM
- Venue: Office of the Director, R.A. Podar Institute of Management, University of Rajasthan, Jaipur.

The tender document may also be downloaded from the University website and submitted within the stipulated time along with the required documents.